

CAN

Collaborative Area Network

Monday, October 28, 2013, 3:00pm Town Hall, Conference Room B

DRAFT – Minutes

Present: Chelsea Burns, Lisa Dahn, Susan Daley, Sarah Delia (staff), Cindy Guerrerri, Kathleen Krider (staff), Mark LaPlaca, Rachel Leclerc (staff), Mary Jane Newman, Kate Vallo and Lisa Young

Guests: Amy Sevell-Nelson

Kathleen Krider called the meeting to order at 3:05pm.

Kathleen introduced the facilitator for the meeting, Amy Sevell-Nelson. Everyone introduced themselves and described how they were involved with CAN.

- Ms. Sevell-Nelson went over the rules of the meeting.
- As a way of visioning the reinvention of CAN, Ms. Sevell-Nelson set about beginning to define the *target*, as if it were three years from now.
 - She asked people to write down what success would look like to CAN members.
- All participants were asked to share their thoughts of what it would look like and be like if, in three years CAN had met all of our ideal wishes and had successfully '*hit the target*'.

The following captures the hopes of this group for ongoing work together as a collaborative:

- All EC Programs in the Town will be working together with:
 - One voice = Clarity of purpose and common goals
 - Ongoing communication – meetings on a regular basis so that goals can be worked on and met
- CAN will evolve to be inclusive of all EC partners and they will be familiar with one another so that there is an ease of ongoing communication, including:
 - CAN
 - Success Learners
 - School Readiness
 - Montessori Schools
 - Family Home Care Childcare Providers
 - Center-based Providers
 - Public School Early EC Directors
- We will have the best up-to-date technology, and will use it for ongoing effective and efficient communication between all parties.
- Current and updated resource list, of vetted multi-disciplinary specialists [e.g.: Psychologist, Social Worker, SLD, Art/PE Teachers, Physical Therapy, Occupational Therapy...], will be easily available so that providers can access necessary resources, as needed.

- CAN will have adequate funds to support the work of the Early Childhood Voice including money from
 - CSDE, OEC, Mansfield Philanthropy
 - Mansfield BOE, Mansfield TC
 - Connecticut businesses
 - UConn
- **In fact, CAN will have become the Mansfield Office of Early Childhood (MOEC) serving children Birth - 8 and their families.**
 - Will acquire Lessons Learned from a model in practice in Danbury (established, 2013).

MOEC will:

- Have developed a few essential SMART goals which will guide their work and assist with staying on course, and they will use a cyclical approach to assist with meeting their goals, specifically moving through:
 - Planning → Action → Goal attainment → Reflection → Modification → Repeat = “Intentional Cycle”
- Function as the ‘single point’ of service/source of information.
- Represent an incredible model for training and initiatives.
- Provide ongoing embedded Professional Development on big important EC issues nationwide.
- Offers an annual overview to Mansfield Early Childhood, At Large, to review, remind, and inform the “How” and “Why” of what MOEC does.
- Have protocols, processes for:
 - Resources
 - Communication
 - Collaboration
- Collect, analyze and share data with all MOEC partners, to inform well-planned action and not to blame or shame programs with data points that show areas in need of development.
- Develop mechanisms to chart progress on Mansfield Birth to 8 population, related to inform MOEC of:
 - BMI
 - Preschoolers preparedness for success at Transition to Kindergarten
 - Status to assist in providing objective data as accountability for continued funding
 - Unmet needs of this population
 - Number of children at proficiency in Grade 4, physical fitness test
 - How birth to 8 children and families access, utilize and are satisfied with community resources
 - Big EC statewide agendas rolled out in PD through MOEC
- Sustain a full menu of opportunities for Quality Early Childhood Experiences.

- Will create and maintain a Toy Lending Library as an ongoing resource.
- Have a strategy, protocol and processes for sharing information for [de-identified] students across programs who share responsibility for the same child/children, including:
 - E.g.: MPS EC AM sessions and PM at Center
 - Centers can access child-specific consultation from UConn, MPS, as needed

Next Steps

1. Clarify Purpose/Goals/Participants of MAC and CAN → to inform 'who does what' 'based on what' = Have-to's vs Funding Mandates.
2. If we determine that we want to become **MOEC** instead of CAN we will need to explore and develop the following:
 - "What for"
 - "Who will"
 - "How to"
 - How does it fit with or bump into MAC and CAN
 - Prioritize that which emerged in our visioning session (all noted above in this document) to determine what is
 - Urgent
 - Necessary
 - Would be nice
 - Select 1, 2, or 3 priorities upon which to establish SMART Goals.

Ms. Sevell-Nelson, Kathleen Krider and Rachel Leclerc will coordinate on a date for the next meeting.

The meeting was adjourned at 4:50pm.